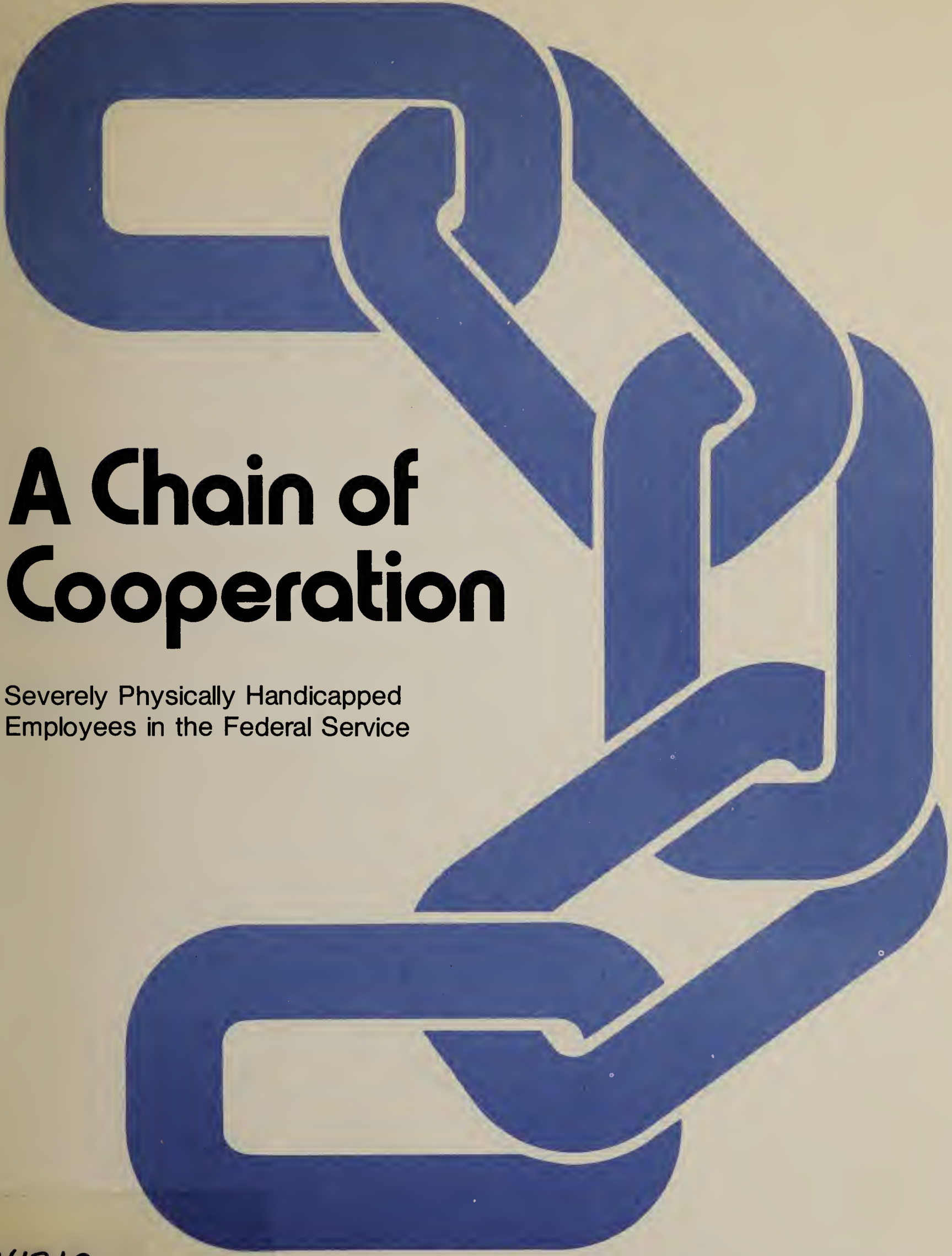




A Chain of Cooperation

Severely Physically Handicapped
Employees in the Federal Service

HV1710
C349

U.S. Civil Service Commission

Bureau of Recruiting and Examining

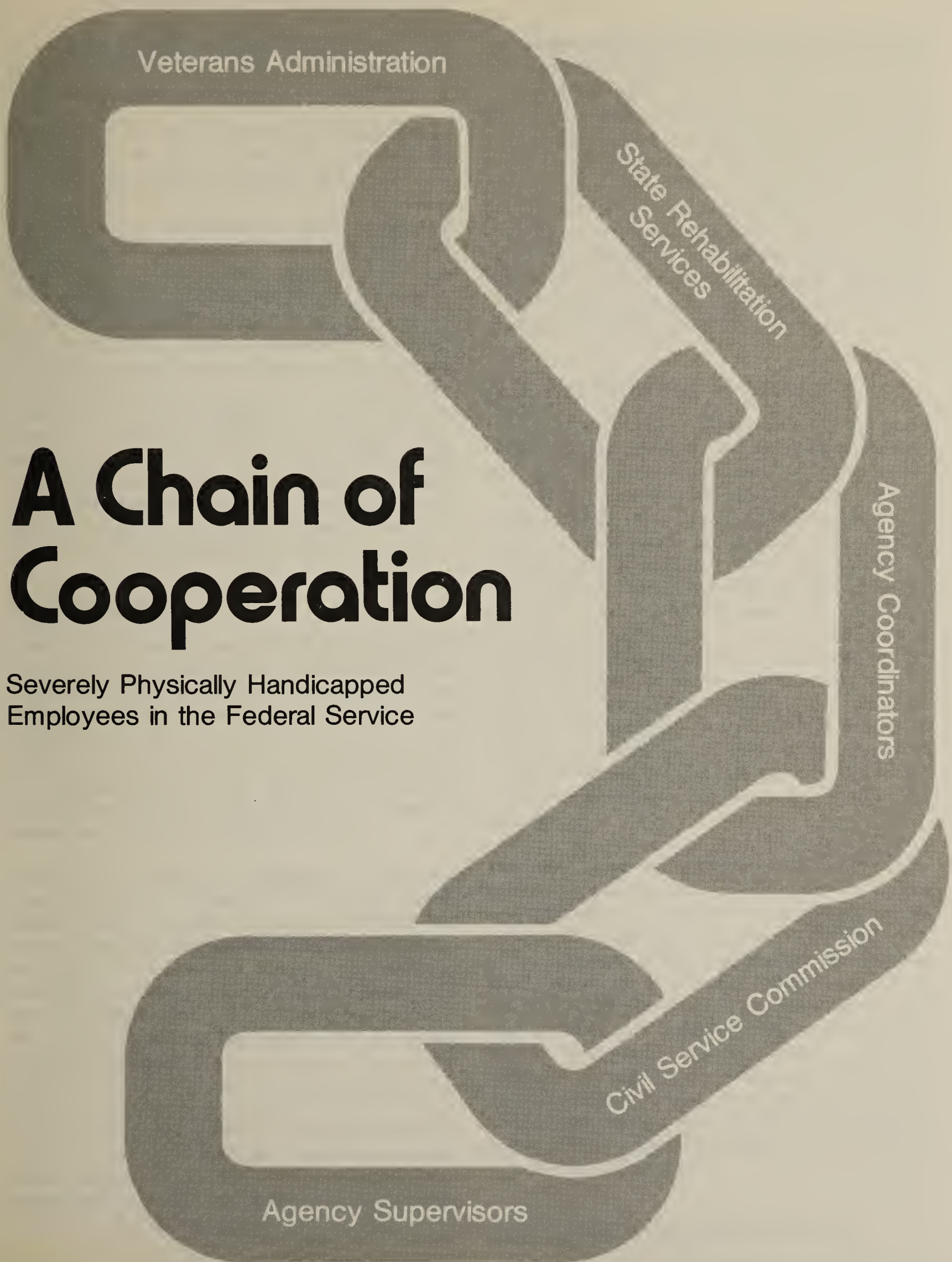
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Veterans Administration

A Chain of Cooperation

Severely Physically Handicapped
Employees in the Federal Service

State Rehabilitation
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Agency Coordinators

Civil Service Commission

Agency Supervisors

HU1710
C349
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A Chain of Cooperation: The Employment of the Severely Physically Handicapped in the Federal Service Under a Special Appointing Authority.

The program for the placement of severely handicapped individuals in the Federal service has produced results far beyond those anticipated when it was first implemented in 1964. In that year, the U.S. Civil Service Commission established a special appointing authority for job applicants with severe physical handicaps. The aim of this special authority is to hire people on the basis of *ability*, not *disability*. This authority was further supplemented in May 1971, by an amendment which allows involvement by State Vocational Rehabilitation offices and the Veterans Administration in the process of making appointments of the handicapped. As a result of these measures, a close interrelationship has been created among the various levels of Government and vocational rehabilitation agencies. This brief report will consider how this "Chain of Cooperation" functions as it explains the program operation and the results it has achieved during the past 12 years.

THE PROGRAM

Federal regulations limit applicability of this program "to persons with material physical impairments which would ordinarily prove a serious hindrance to obtaining employment." It further defines severity of the handicap as "(a) material rather than slight; (b) relatively static as distinguished from definitely active or rapidly progressive; and (c) relatively permanent in that they are seldom fully corrected by medical replacement, therapy, or surgical means."

Primarily, the program is intended to give an individual who cannot display his work talents except through selective placement a chance to demonstrate those abilities. The Civil Service Commission has been very flexible on this subject. Recognizing that there are often many factors which comprise the description "severely handicapped," the Commission considers the complete individual. The question that personnel specialists ask about each placement is, "How much limitation does this individual's handicap place on his chances for success in this particular job?" This is a decision which must be made on a case-by-case basis. In most instances, the applicant's handicap meets the medical criteria for inclusion in the program and the appointment is readily approved, as in the case of most deaf and blind applicants.

But what of the controlled epileptic, whose handicap is just as severe, though not as apparent? Employer fears

and misgivings often make job-hunting very difficult for epileptics. What of the man with a partially paralyzed hand who had been a laborer for 20 years prior to his handicap? With no other training, no other skills, should he be considered among the severely handicapped? Obviously he should be; he is now unable to earn a living. This "employability factor" is all-important, and it works both ways. Many people with severe physical impairments are in no way hindered in the performance of their jobs. The blind lawyer, the deaf writer, the paraplegic electronics engineer—these men and women may not ordinarily need the special benefits of this program.

THE APPOINTING AUTHORITY

Before we discuss in detail the authority which this program utilizes, we first must comprehend the basic philosophy of Federal personnel management. The overall Federal personnel program functions under the umbrella of the merit system. The object here is to employ the best person for the job—best because of merit (quality of education and/or experience); not "best" because of his or her political affiliations, race, religion, or sex. In order to assure that these merit procedures are adhered to, the Civil Service Commission administers competitive examinations for appointment. Every applicant must compete with all other applicants to gain eligibility for a job in the Federal Government. An individual appointed through this process is said to be in the competitive service. At the present time, approximately 85 percent of all Federal civilian employees are in the competitive service.

The other 15 percent are referred to as excepted appointees or members of the excepted service (holding positions which are excepted from competitive appointment procedures). A position is excepted when, in the judgment of the Commission, the applicant could not logically be examined competitively in order to fill that particular position. Examples of persons in such positions are lawyers, policy-determining executives, and participants in cooperative education programs. Foreign Service Officers and intelligence agents are also included in the excepted service; so it may be said that this type of appointment is broadly based, used for a variety of good reasons, and not unique to the handicapped.

THE APPOINTING PROCEDURE

When the authority was initiated in 1964, there was only one procedure available to Federal agencies for

appointing a severely handicapped individual to the excepted service. We will discuss this older method first.

That process began when a handicapped person—either through a vocational rehabilitation counselor, a Selective Placement Specialist with the Civil Service Commission, an agency Coordinator for Selective Placement, or the handicapped person on his or her own initiative—managed to locate a job which he could do and an employer who was willing to give him a try. The “trial period” lasted for 700 hours of employment (approximately 4 months). If during this time the individual was able to demonstrate his value to the agency, the agency requested that the Civil Service Commission approve a continuing appointment in the excepted service. Until May of 1971 this was the way in which all appointments were made—approximately 1,150 of them.

Recognizing that one very effective source of selective placement know-how and assistance was not being fully utilized, the Commission sought to further involve State Vocational Rehabilitation Offices and the

Veterans Administration in the process. The revised regulations now include provisions whereby an employing agency may accept a certificate from a State vocational rehabilitation or Veterans Administration counselor. The certificate is a result of the counselor’s inspection of the worksite and the job requirements and includes a statement that the handicapped individual possesses the skills needed to safely perform the duties of the position. If, in the judgment of the counselor, certain modifications of the worksite or of the job itself are advisable, the certification will indicate this as well. Upon acceptance of the certification, the agency may either appoint the person to a 700-hour trial period—accepting the counselor’s statement as evidence that the applicant meets the qualifications standard for the job (in lieu of actual testing)—or, with prior approval from the Civil Service Commission, may immediately select the handicapped applicant for a continuing appointment in the excepted service.

The following table indicates, by year, the number of certifications made by State Vocational Rehabilitation Offices and the Veterans Administration using this procedure:

TOTAL NUMBER OF EXCEPTED APPOINTMENTS

Year	Number of State Certifications	Number of VA Certifications	Number of Non- Certifications	Total Appts. Made Using Spec. Appt. Authority
1971	58	3	437	498
1972	143	13	224	380
1973	179	10	220	409
1974 and 1975	693	52	540	1285
TOTAL	1073	78	1421	2572

**YEAR OF APPOINTMENT
(1964 through 1974)**

Year	Number
1964	6
1965	13
1966	39
1967	90
1968	145
1969	240
1970	412
1971	498
1972	380
1973	409
1974 and 1975	1285
TOTAL	3517

THE CHAIN OF COOPERATION

We are now in a position to turn our attention to the “Chain of Cooperation” which links levels of Government with various rehabilitation agencies serving the handicapped. In most cases the procedure begins when a vocational rehabilitation counselor works closely with the handicapped applicant to prepare him for the demands of a job. It is often necessary to completely retrain the individual. At the outset, the newly handicapped person must be acclimated to the fact that, for him, things are different now. In the case of congenital or lifelong handicaps, the apparently simple process of job training requires tact and understanding on the part of the teacher or the counselor.

The next link is the Coordinator for Selective Placement in a Federal agency. The coordinator has the dual role of urging managers and supervisors to accept the handicapped—to give them a try; and of working with the Civil Service Commission and vocational rehabilitation agencies in selectively placing the handicapped person.

The Civil Service Commission furnishes the overall program link, through information and counseling in its area offices; program direction and coordination in its regional offices; and program design and final approval of appointments in the central office.

The final, and possibly most important link is the appointing manager or supervisor in the agency—the official who gives the handicapped person the needed chance and offers him guidance and assistance. All these components are necessary; when any one link does not carry its share of the responsibility the program suffers and the handicapped lose.

PROGRAM RESULTS, 1964-1975

In an effort to understand where we have been, where we are now, and where we should be going in this program, we have gleaned pertinent information from our records on appointments—from the beginning of the program through December 1975. Here are the results:

- Only 3 percent of appointment requests submitted to the Commission for approval were disapproved or withdrawn:
- Many of these cases did not meet the criteria for severely physically handicapped and the applicants should have been appointed under different procedures.
- Examples of disapproved handicaps include: social deprivation due to home environment; history of mental or emotional illness; and speech defects only.

For those who have been appointed under the program, the work record is excellent.

- Only 9 percent of all appointees have been separated:
- Approximately half of these were reappointed to the competitive service from civil service registers.
- Less than 1 percent of all appointments were

terminated for cause or for other involuntary reasons (excluding reductions-in-force).

Appointments were made to positions paying annual salaries (based on 1975 salary schedules) of from \$5,559 (GS-1) to \$22,906 (GS-13).

GENERAL INFORMATION

46 agencies situated (through regional or branch offices) in all 50 States, have made appointments under this authority. This compares to only 27 agencies listed in a December 1970 study, and 32 agencies in December of 1972.

There were appointments made to 239 different job classifications, compared to 148 in December of 1970 and 196 in December of 1972.

The charts on the following pages present a statistical picture of this program, its history, and its current status.

It's been said that "a chain is only as strong as its weakest link." The Federal Government, striving to provide leadership in employment opportunities for all Americans, has as one of its many goals the strengthening of each link in the chain leading toward the successful employment of the handicapped. Handicapped individuals, given the opportunity, make good employees. This was the basic premise for the creation of the program—and the handicapped themselves have proven it to be correct.

Certain agencies have discovered that some jobs can be performed by people with particular handicaps. For example, the Postal Service employs 45 percent of all the deaf applicants hired under this authority.* Of these, 91 percent are working as Distribution Clerks. Because of the constantly high noise levels found in this type of job, the deaf are ideally suited for it. The Treasury Department employs 24 percent of all blind appointees. Of these, over 70 percent are Taxpayer Service Representatives in the Internal Revenue Service. The work involves answering, over the telephone, technical questions from the public calling about income taxes. The Social Security Administration (HEW) uses similar techniques in preparing blind persons for careers as Telephone Service Representatives. The Civil Service Commission, also, sponsors a project for employing blind persons as Job Information

Specialists in several of their nationwide Job Information Centers. These programs were made possible by special training and job modification projects.

Although, the above examples show that doors have opened for the severely physically handicapped with a few special projects, this is only part of the total employment program. We direct recruitment and placement emphasis on the selection of a handicapped person to *any* position for which he or she is qualified regardless of the type of disability.

* On July 1, 1971, the Postal Service became an independent quasicorporation. Although they continue

to employ severely handicapped persons, they are no longer recorded under this special authority.

For further information regarding the Postal Service's program

Contact: Manager Public Policy Branch
Employee Relations Department
U.S. Postal Service
L'Enfant Plaza, Room 9600
Wash. D.C. 20260

Number of Severely Physically Handicapped Employed
— — Listed by Agency and by Civil Service Commission
Region
(1964 through 1975)

1964 through 1975	ATLANTA	BOSTON	CHICAGO	DALLAS	DENVER	NEW YORK	PHILADELPHIA	ST. LOUIS	SAN FRANCISCO	SEATTLE	WASH. D. C.	TOTAL
AGENCY												
ACTION											1	1
AGRICULTURE	3	1	7	12	11		1	9	25	3	28	100
AIR FORCE	28	4	24	55	43		3	15	76	4	2	254
ARMY	53	4	58	112	16	25	35	16	91	3	15	427
CAB	1										1	2
CSC	4	1	9	6	1	2	8	2	19	3	23	78
COMMERCE	7	1	1		2	2		1	4		63	81
CONSUMER PRODUCT SAFETY COMMISSION											3	3
DEFENSE COMM. AGENCY											2	2
DEFENSE INVESTIG. AGENCY							1					1
DEF. CONTRACT AUDIT AGENCY									1			1
DSA	4		13	2	8		13		16		4	60
D. C. GOVERNMENT											16	16
EEOC	3			1								4
EPA	2		3	2			1	1	2		6	17
EXPORT - IMPORT											2	2
FDIC	1	1							2			4
FEA					1		1					2
FHLBB											4	4
FPC											2	2
FTC											4	4
GAO											10	10
GSA	5	6	8	7	14	2		9	36		22	109
GPO					1						9	10
HEW	20	7	10	21	6	11	47	12	78	4	58	274
HUD			2	1	1	2	1		2	1	5	15
INTERIOR	2	2	3	11	24		8	3	29	6	21	109
INTERNATIONAL BOUNDARY AND WATER COMMISSION				1								1
ICC											1	1
JUSTICE		1				2	1		5		10	19
LABOR		3	5	1	1			1			11	22
NASA	3		1	5					2		5	16
NAVY	47	9	28	13			34		113	2	29	275
NCUA				1								1
POSTAL SERVICE	205	22	267	94	6	66	9	13	108	26	26	842
OEO	1					1	1				4	7
SEC	1									1	7	9
SELECTIVE SERVICE					1				1			2
SBA					4		1				2	7
SMITHSONIAN											8	8
STATE											11	11
TRANSPORTATION	1	4		5					8	5	7	30
TREASURY	41	29	43	21	21	36	19	20	107	5	25	367
USAF1			2									2
VA	37	19	67	59	9	25	17	7	50	9	5	304
EXEC. OFF. OF PRES.											1	1
TOTAL	469	114	551	430	170	174	200	109	775	72	453	3517

**Number of Severely Physically Handicapped Employed
— — by Agency and by Type of Handicap**

TYPE OF HANDICAP

Many of these appointees have multiple handicaps. These data reflect only
the primary or causal handicap in each case.

AGENCY	1964 through 1975																														Total
	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARALYSIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Con. Nerv. Sys. / M.S.)	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER	
ACTION											1																			1	
AGRICULTURE	7	1	5	2		10	1		15	2	27			8	1	2			2		1		5	8	1		2			100	
AIR FORCE	5		5	1	2	31	4	5	20	6	92	3	1	7	2	5			2	2	1	2	25	21	5		6	1		254	
ARMY	13	3	11	6	3	53	1	10	32	17	153		4	14	6	10	4	2	11	3	7	4	20	30	2	2	6			427	
CAB						1										1														2	
CSC			2			28		1	5	1	33		1	1		1			1				2		1	1				78	
CONSUMER PRODUCT SAFETY COMMISSION								1			2																			3	
COMMERCE	2	2	1	2		3		2	2		54			1		2						1	1	6	1				1	81	
DEF. COMM. AGENCY									1		1																			2	
DEF. CONT. AUDIT AGENCY									1																					1	
DEF. INV. AGENCY						1																								1	
DSA	2		1	1		5		3	8	1	25			2	1	1			1		1	1	2	3	2					60	
D. C. GOVERNMENT									1		12					1			1					1						16	
EEOC						1																	2	1						4	
EPA			1			4	1	1	1		3			2							2			1			1			17	
EXPORT-IMPORT											2																			2	
FDIC						2										2														4	
FEA						1					1																			2	
FHLBB						1					2											1								4	
FPC											1													1						2	
FTC						1					3																			4	
GAO						1			1		8																			10	
GSA	1		4	6	1	14	1	2	6	7	24	2	1		2	3	3			1	6	2	9	7	2		5			109	
GPO	1					1					6											1	1							10	
HEW			1	2		120	4	2	18	6	77		1	2		6	2	1	4			1	10	12	3			1	1	274	
HUD						2			5		4													1	2	1				15	
INTERIOR		1	3	2	4	3		1	12	2	37	1		3	2	1		2	2	2	2	3	11	6	2		6		1	109	
INTERNATIONAL BOUNDARY AND WATER COMMISSION																								1						1	
ICC											1																			1	
JUSTICE						4		1		1	4					1			2			2	2	2						19	
LABOR						2			2		9								1		1		7							22	
NASA	1					4			2		5								1		1			1	1					16	
NAVY	8	2	10	2	3	31	3	12	24	5	96			7	4	6			4	2	1	5	17	24	2		7			275	
NCUA											1																			1	
POSTAL SERVICE	4	1	4	2		20	1	8	26	5	739	1	1	6	1	5	1		1		2	1	2	8			3			842	
OEO						1			1		3													1	1					7	
SEC						2			1		5												1							8	
SELECTIVE SERVICE						1																	1							2	
SBA						1			2														2	1					1	7	
SMITHSONIAN	1										7																			8	
STATE						1					7				1				1	1										11	
TRANSPORTATION			2		1	5			2		7			1	3	1							2	2			4			30	
TREASURY	4		8	5	2	140		7	33	8	83	1	1	7	4	6			2	1	2	2	23	14	6	3	5			367	
USAFI													1							1										2	
VA	7	4	22	1	4	75	1	6	18	2	83		2	9	1	5			1	1	2	6	35	6	6	1	5	1		304	
EXEC. OFFICE						1																								1	
TOTALS	56	14	80	32	20	571	17	62	239	63	1618	8	13	70	28	59	10	5	37	14	29	32	180	158	37	8	50	1	2	4	3517

Employment of Severely Physically Handicapped
— — by grade level
[General Schedule (GS), Wage Grade (WG), and Postal Service (PS)]
and by handicap

TYPE OF HANDICAP

GRADE LEVEL			TYPE OF HANDICAP																																Total			
			AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF /IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY *	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Con. Nerv. Sys.) /M.S.	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER						
1964 through 1975			GS	-	1	13	11	3	6	8	1	152	3	9	19	1	58			3	4	6	2	2	4	1	4	2	24	16	5		3			1	161	
			GS	-	2	13	3	15	7	7	69	7	21	80	17	330	2	5	26	10	14	3	1	11	8	7	6	48	39	11	4	17	1	1	2	785		
			GS	-	3	11	1	16	7	2	126	4	5	45	18	156	1	3	14	2	9	3	2	9	3	6	6	39	40	5	3	11		1		548		
			GS	-	4	3		6	8	1	152			18	1	42			3	4	6	2	2	4	1	4	2	24	16	5		3			1	312		
			GS	-	5	6	2	12	2	5	71	3	9	19	1	58			1	1	5	1		2		3	5	24	12	8		3				253		
			GS	-	7	1	1	7			18			5	2	7			1		3			3		1	3	12	6	3		1			1	75		
			GS	-	9	1		1			2	1	1		1				1		1				1	1	1	2	2							16		
			GS	-	11											1												2		1							4	
			GS	-	12						1														1		2										4	
			GS	-	13				1																													1
			WG	-	1	1	1				32		2	10	1	70	2	2	2		4				1	1	1	2				2					135	
			WG	-	2	5		4	1	3	16		5	6	2	47		1	3	2	4			1		1	2	5		1	3						112	
			WG	-	3	3		3	3	1	10			5	3	21									1		1	1									52	
			WG	-	4	1	1	1	1		11		7	4		33	1		2	1	1				2	1	1	6			3						77	
			WG	-	5	5	2	6			19		2	5	35	1		5	2	3						1	6	8	1		2						104	
			WG	-	6	1		1		1					5																						8	
			WG	-	7										4												2	2									8	
			WG	-	8	1									6									1		1	2			1							12	
			WG	-	9						1				4										1	1											7	
			WG	-	11						1															1											2	
			WG	-	16										1																							1
			PS	-	1							1		1							1																	3
			PS	-	2	1					1			1														1										4
			PS	-	3						7		4	3		10									1		1	1										27
			PS	-	4	1	1	2			8		1	3	2	25	1		4	2	1		1		1	1		3									57	
			PS	-	5	1		2	2		4	1	1	11	2	705		1	2		4							1	3			3						743
			PS	-	6										6																							6
TOTALS			56	14	80	32	20	511	17	62	239	63	1618	8	13	70	28	59	10	5	37	14	29	32	180	158	37	8	50	1	2	4	3517					

Employment of Severely Physically Handicapped
— — by Job Title and Handicap
TYPE OF HANDICAP

1964 through 1975	JOB TITLE	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys./M.S.)	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER	Total
	ACCOUNTANT			1					1	2	1	9												1	1							16
	ACCOUNTING TECH.				1					1		5			1		1					1		1	1							12
	ADMINISTRATIVE ASST.						1								1																	2
	AGRIC. MGT. SPEC.																									1						1
	AIR BLASTING EQUIPMENT OPERATOR																						1									1
	AIRCRAFT INSTRUMENT MECH. HELPER																										1					1
	AIRCRAFT WORKER HELPER								1		1	4			1									1	1							9
	AIR NAVIGATION ASSISTANT																1															1
	ANIMAL CARETAKER				1																											1
	ARCHIVES TECH.									1		5										1										7
	AUTOMOTIVE WORKER/HELPER/DISPATCHER						1			1						1	1							1					1			6
	AUTO. MECH/HELPER						1					1					1															3
	BANK EXAMINER																1															1
	BINDERY WORKER											4																				4
	BIOLOGIST					1						1											1									3
	BIOLOGICAL AID/LAB TECH.					1		1				3														3		1				9
	BOX MAKER						1					1												1								3
	BUDGET ANALYST																						1	1	2							4
	BUILDING MGMT. SPEC.						2																			2						4
	CARD PUNCH OPERATOR	1		1	1		3	1		2	2	163			1		1		2	1			1	4	8			2				194
	CARPENTER HELPER						1					1																				2
	CARTOGRAPHIC AID									1		7											2	1	2			1				15
	CASE ANALYST											1													1							2
	CIVIL ENGINEER																											1				1
	CLAIMS EXAMINER				2					2																						4
	CLERK	9		6	2	2	39	4	18	47	9	95	1	2	11	2	13			15	2	4	1	32	28	8	2	6	1			358
	CLERK, ACCTS. MAINT.						3		2	4	1	8											2	3	5	1						29
	CLERK, BUDGET									1														1								2
	CLERK, CARRIER						1			1		6			1																	9
	CLERK, CASH									1		3				2						1		1								8
	CLERK, CLAIMS					1	49	1		3														2	2							58
	CLERK, CODING					1						10					2					2		1	2			1				19
	CLERK, CORRESPONDENCE									1														1		2						4
	CLERK, DATA CONTROL	1				1	1	1		1	1	1								1												7

Employment of Severely Physically Handicapped
— — by Job Title and Handicap
TYPE OF HANDICAP (Continued)

1964 through 1975																													Total	
	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys./M.S.)	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA		LUNG DISORDERS
JOB TITLE																														
CLERK, DICTATING MACHINE OPERATOR						44				2													3						1	50
CLERK, DISTRIBUTION	1		3	1			1	1	8	2	684		1	1		1		1				1	1	1				3		711
CLERK, EDITORIAL				1						2													1							4
CLERK, FISCAL ACCT.									2	3					1								1		1					8
CLERK, LAW						1				1																				2
CLERK, MAIL &/OR FILE	1	3	2	2	1	10		3	29	3	108		2	10	2	1				3		2	7	5		1	2		1	198
CLERK, PAYROLL						2			1	2				1		1								2			1			10
CLERK, PERSONNEL STAFF.				1		11			3	2													3	1						21
CLERK, PROCUREMENT	1								2	5							2						1							11
CLERK, SECURITY			2			1		1	1										1								1			7
CLERK, STATISTICAL										1				1	1						1		2							6
CLERK, STENO						1																		1						2
CLERK, SUPPLY	2	1	2	2	1	5	1	3	10	2	11		1	5	3	2	1		2				6	3	1					65
CLERK, TRANSLATOR						2				1																				3
CLERK, TYPIST	4		6	3	1	31	3	2	12	10	82		2	6	4	4	1		5	3	3	1	24	20	1	2	13		1	244
COIN PACKAGER/REVIEWER			1							1	1																			3
COMISSARY STOCK HANDLER						1					2														1					4
COMMUNIC. TECH./OPERATOR				2																										2
COMMUNITY REP.																			2						1					3
COMPLIANCE & ENFORCE. SPEC.										1																				1
COMPUTER AID			2			5			4	7										3				2	1					24
COMPUTER EQUIPMENT OPERATOR										3														1						4
COMPUTER OPERATOR			1			4			5	3																				13
COMPUTER PROGRAMMER			1			11			3	1	5												1	1	1					24
COMPUTER TECHNICIAN						5		1	1	2						1							1							11
CONSUMER SAFETY OFFICER																			1											1
CONTACT REP.	3	2	8		2	56			1	1	1					1						5	8		4		1			93
CONTROL CENTER OPERATOR				2													1	2			1									6
CUSTODIAN	4		1		1	4		4	4		11	1	1	1								1		1			1			35
CUSTOMS ENTRY AID																	1						1							2
DATA ENTRY OPER.										8													1							9
DATA SPECIALIST														1																1
DATA TRANSCRIBER						1				6															1					8
DIAZO EQUIP. OPERATOR										1																				1
DOMESTIC APPLIANCE REPAIRER						1			1															1						3
DRAFTSMAN			1						1	2																				4
ECONOMIST								1		1																				2
EDITOR., ED./ASST.										2																				2
EDUCATIONAL THERAPIST						1																								1

Employment of Severely Physically Handicapped

— — by Job Title and Handicap

TYPE OF HANDICAP (Continued)

1964 through 1975																															Total
	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys.)/M.S.	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER	
JOB TITLE																															
ELECTRICAL ACCOUNTING MECH. HELPER							1	1		1																					3
ELEC. EQUIPMENT REPAIRER/HELPER			1			1				2															1						5
ELEC. HARNESS FABRICATOR										1													3								4
ELECTRICIAN						1																									1
ELECTROCARDIOGRAPH TECH.												1																			1
ELECTRONICS ENGINEER																			1												1
ELECTRONIC FIRE CONTROL SYSTEMS SPECIALIST																											1				1
ELECTRONICS HELPER											1																				1
ELECTRONICS MECHANIC						1												1				1									3
ELEVATOR OPERATOR		1			1	1																									3
EMPLOYEE RELATIONS SPEC.						1																									1
ENGINE DISASSEMBLER											1																				1
ENGINEER						1																									1
ENGINEERING AID	1		1				1	2	2	4			2						2						1		1	1			18
ENGINEERING DRAFTSMAN			2					2		10			2		1				1					1	1			1			21
ENGINEERING TECH.	1		1	1		1																	1	1							6
ENVIRONMENTAL HEALTH TECHNICIAN							1																								1
EQUAL OPPORTUNITY SPECIALIST						2			1																						3
EXHIBITION HALL AID																									1						1
FILM PROCESSING HANDLER/ASSEMBLER			1								1														1						3
FINANCIAL ASST.									2								1							1							4
FIRE COMMUNICATIONS OPERATOR	1		2						1		1													4		1					10
FLUID SYSTEM COMPONENT WORKER			1						1						1									1							4
FOOD & DRUG TECHNICIAN						1					2																				3
FOOD PROGRAM SPEC.											2																				2
FOOD SERVICE WORKER						7		1		35				1	1						1										46
FORESTRY AID/TECH.								1		1									1						1						4
FORKLIFT OPERATOR	2																														2
GEOLOGIST							1	1																							2
GUIDANCE COUNSELOR						2																									2
GUARD															1						1										2
HEALTH TECH./AID		1				3																		2							6
HELPER-GENERAL						2								1																	3
HOUSEKEEPING AID		1				3			1	12																					17
IDENTIFICATION EXAM.	1											1												1	2						5
ILLUSTRATOR/ILLUS. AID										3																					3
INDUSTRIAL SHOP WKER.						3				3																					6

Employment of Severely Physically Handicapped
— — by Job Title and Handicap
TYPE OF HANDICAP

1964 through 1975	TYPE OF HANDICAP																												Total		
	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys./M.S.	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA		LUNG DISORDERS	CANCER
JOB TITLE																															
INFORMATION RECEPTIONIST	1		3			2			2																		1			1	10
INSPECTOR (SMALL ARMS)																							1								1
LABORATORY HELPER			1			2										1							1								5
LABORER	3	2	2			13		2	14	1	37	1		4		3								6			5				93
LABOR RELATIONS COMPLIANCE ASSISTANT						1																1									2
LAUNDRY WORKER	1					6			2	1	16					1	1														28
LEGAL ASST.						1																									1
LIBRARY AID									5		1																				6
LIBRARY TECHNICIAN									1		8																				9
LITHO. & PRINTING WORKER											8																				8
LIVESTOCK INSPECTOR																								1							1
LOAN ASST. TRAINEE			1						1																						2
LSM OPERATOR											1																				1
MACHINE OPERATOR/HELPER			1						2		2													1							6
MAIL HANDLER	1	1	1			15		5	6	2	28	1		3	1	1			1		2			2							70
MAINTENANCE MECH. WORKER			1			1										1							2								5
MANAGEMENT ANALYST/ASST.																								1							1
MANPOWER DEVELOPMENT SPECIALIST																			1												1
MATHEMATICIAN						1					3												1								5
MEATCUTTING WORKER			1								1																				2
MEDICAL AID/TECH.	1										1			1							1	1									5
MEDICAL RADIO TECH.						5																									5
MEDICAL RECEPTIONIST & TRANSCRIBER						1																		1							2
MESSENGER	1				1			1	4	2	2			3	1	1							1								17
METAL WORKER LEARNER											2													1							3
METEOROLOGIST/AID						1					1																				2
MICROFILM RESEARCHER																											1				1
MOBILE EQUIPMENT MECHANIC HELPER/WORKER								2			3												1								6
MOTION PICTURE FILM INSPECTOR																								1							1
MOTOR VEHICLE DISPATCH				1						2												3	3			1					11
MOTOR VEHICLE OPERATOR	1																										1				2
MUNITIONS OPERATOR																											1				1
MUSEUM TECH.											2																				2
NEGATIVE ENGRAVER											2																				2
OFFICE ASSISTANT/AID									2		2	1		1		1								1			1				9
OFFICE MACH. OPERATOR	1		1			3		2	3	2	19			1	1	3				1		1	1	2							41
OFFSET PRESS OPERATOR				1							5																				6
OPTICAL WORKER				1							3										1										5

Employment of Severely Physically Handicapped
— — by Job Title and Handicap
TYPE OF HANDICAP

1964 through 1975	JOB TITLE	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys./M.S.)	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER	Total
	PACKER HELPER						8		3	1		4													2							18
	PAINTER/P. HELPER										1	2										1										4
	PARK TECHNICIAN/AID			1	1		2			1	2									1				1	2							11
	PERIPHERAL EQUIP. OP.											5			1																	6
	PERSONNEL PSYCHOLOGIST/ COUNSELOR											1														1						2
	PERSONNEL SPEC.						2			1														1								4
	PHARMACY ASSIST.																								1							1
	PHOTOGRAPHER											2																				2
	PHOTO LAB TECH./AID./ASST.											4			1																	5
	PHYSICAL SCIENTIST/P.S. AID									2									1			1			1							5
	PHYSICIST (GENERAL)																					1										1
	PIPEFITTER HELPER			1																		1										2
	PLANNER & ESTIMATOR															1																1
	PLASTICS WORKER HELPER																								1							1
	POWER SAW OPERATOR METAL			1																												1
	PRESSER											2																				2
	PRINTING WORKER										1	6																				7
	PROCESSOR						1					3														1						5
	PRODUCE ATTENDANT						2																		1							3
	PROGRAM ASSISTANT/AIDE									1	2					1	1						1	1								7
	PROGRAM SPEC./OFFICER/ANAL.						2					1										1	1	1	2							8
	PROPERTY INSPECTOR/ UTILIZ SPEC.						1					1																				2
	PROSTHETIC REPRESENT.	1		3												1								1		1						7
	PSYCHOLOGY TECH.						1																	1								2
	PUBLIC HEALTH ANALYST											1																				1
	PUBLIC INFORMATION SPEC.						1			1														1								3
	PURCHASING AGENT							1												1		1		1	1							5
	QUALITY INSPECTION SPEC.											1																				1
	RADIO OPERATOR/REPAIRER			2		1	1	1																1								6
	RECLAMATION GUIDE																						1		1							2
	RECREATION SPEC./AIDE						1			1													1									3
	REDUCTION EQUIP. OP.											1														1						2
	REFINISHER/HELPER											2													1							3
	REFRIGERATION & AIR COND. MECHANIC TRAINEE														1																	1
	REHAB. SPEC.						1																									1
	REPROGRAPHIC AID									1																						1
	RESEARCH ASST.						1																	1								2
	RESEARCH PSYCHOLOGIST			1			1																									2
	REVENUE OFFICER					1																										1
	SALES STORE WORKER	2					1	1	2			8			1		3									1						19

Employment of Severely Physically Handicapped
— — by Job Title and Handicap
TYPE OF HANDICAP (Continued)

1964 through 1975	JOB TITLE	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND//IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF//IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys./M.S.)	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER	Total
	SECRETARY																						2	1							3	
	SECURITY AID																						1								1	
	SERVICE REPRESENTATIVE						7																								7	
	SERVICE STATION ATTENDANT																							1							1	
	SEWING MACHINE OPERATOR					1																									1	
	SIGN PAINTER HELPER											1																			1	
	SOCIAL INSURANCE REP./ CLAIMS EXAMINER						1										1						2	1	1						6	
	SOCIAL SCIENCE ANALYST						1										1														2	
	SOCIAL WORKER ASSOC./ASST.						3																4								7	
	SPECIAL EMPLOYMENT ASSISTANT						1																								1	
	STAFFING ASST.				1					1																					2	
	STATISTICIAN/ASST.											4											1								5	
	STORE KEEPER	1							1	1		1																			4	
	SUPPLY ASST.						1																								1	
	SURETY BOND ASST.									1																					1	
	TAX AUDITOR			1						1		1				1									1						5	
	TAX EXAMINER/TRAINEE	1				1	3		2	2		4											1	1	2			1			18	
	TAX LAW SPEC.									1																					1	
	TAXPAYER SERVICE CLK.						8									1									1						10	
	TAXPAYER SERVICE REPRESENTATIVE	1		2			78			4		11			1		2					2	1	5	1	1		1			110	
	TAX TECH. TRAINEE				1					1														2	2	1					7	
	TELEPHONE INQUIRY SPEC.			1			8																								9	
	TELEPHONE OPERATOR			1			2			3	1		1			1		1					5	2	1			1			19	
	TELEPHONE SERVICE REP.						11																								11	
	TELETYPEPIST											7		1											1						9	
	TELLER																								2						2	
	TESTING ASSISTANT																		1												1	
	TOOLS & PARTS ATTENDANT	1			1	1							1		1																5	
	TRADES HELPER						1					1																			2	
	TRANSPORTATION MGR. (INTERN)			1																											1	
	UPHOLSTERER HELPER											2																			2	
	UTILITY MAN											1																			1	
	VETERANS BENEFIT COUNSELOR			2			4	1															1	1				1			10	
	VISUAL INFO. SPEC.		1																												1	
	VOCATIONAL REHABILITATION SPECIALIST	1										1																			2	
	VOUCHER EXAMINER	1					1					2				1	2		1				1					1			10	
	WAREHOUSEMAN	2				1				2	1	5			2							1		3							17	

TYPE OF HANDICAP (Continued)

1964 through 1975	1964 through 1975																														
	JOB TITLE																														
	AMPUTATION ARM(S)	AMPUTATION HAND(S)	AMPUTATION LEG(S)	ARTHRITIS	ATROPHY OF EXTREMITIES	BLIND/IMPAIRED VISION	BONE DISORDERS	BRAIN DISORDERS	CEREBRAL PALSY	CONGENITAL DEFORMITIES	DEAF/IMPAIRED HEARING	DIABETES (Lower Body Impairment)	DWARFISM	EPILEPSY	HEART DISEASE	HEMIPARESIS	HEMOPHILIA	KIDNEY TRANSPLANT/DISORDERS	MUSCULAR DISORDERS	MUTE OR SERIOUS SPEECH DISORDER	NERVE DISEASE (Cen. Nerv. Sys./M.S.)	PARALYSIS-ONE EXTREMITY	PARAPLEGIC	POLIO	QUADRAPLEGIC	SKIN DISORDERS	SPINAL DISORDERS	SICKLE CELL ANEMIA	LUNG DISORDERS	CANCER	Total
WAREHOUSE TRACTOR OP.			1																												1
WELDER HELPER	1									1				1																	3
WOODWORKING LEARNER											1																				1
WORK CONTROLLER					1	1	1		1																						4
WORKER TRAINEE			1						1	1	1											1	2								7
WRAPPER											2																				2
WRITER EDITOR							1																	1							2
X-RAY FILM PROCESSOR					1	28			1																						30
MISC.	1			1		3				1	17		1	1							2		5	2							34
TOTAL	56	14	80	32	20	571	17	62	239	63	1618	8	13	70	28	59	10	5	37	14	29	32	180	158	37	8	50	1	2	4	3517

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A CHAIN OF COOPERATION,
SEVERELY PHYSICALLY HANDI-
CAPPED EMPLOYEES IN THE
FEDERAL SERVICE. (1976)

DATE DUE		
<i>Reference Copy</i>		

AMERICAN FOUNDATION FOR THE BLIND
15 WEST 16th STREET
NEW YORK, N. Y. 10011

